DT292

Cordless Phone for MD110 Communication System

User Guide

ERICSSON ≡

Table of Contents

Welcome

Welcome to the user guide for the *DT292* cordless phones in the Ericsson MD110 communication system. It is a state-of-the-art business communications system. Its alliance of features and facilities effectively improves communications for virtually any kind of organization.

There is a line of telephones designed for easy use in every situation to take full advantage of these advanced features and facilities.

Your phone is menu driven. By use of certain keys you get access to frequently used functions and numbers, see section "Description" on page 12.

Some markets use differing codes for some functions. In this guide, all functions are described using the most common code.

The user guide describes the facilities of the *DT292* cordless phone as it is programmed at delivery from the factory. There may be some differences in the way your phone is programmed. Please consult your system administrator if you need further information.

The latest version of this user guide can also be downloaded from: http://www.ericsson.com/enterprise/library/manuals.shtml.

If you would like to practise the handling of the phone, you can try the "Ericsson Enterprise End User Training On Telephones", available at:
http://ericsson.tripnet.se/learngatestore/courses/EndUser/Usertool/index.htm.

To start practising, select the option "Ericsson Enterprise eLearning", and then select your type of phone.

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Declaration of Conformity

Hereby, Ericsson Enterprise AB, SE-131 89 Stockholm, declares that this telephone is in conformity with the essential requirements and other relevant provisions of the R&TTE directive 1999/5/EC.

Details to be found at: http://www.ericsson.com/sdoc

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Important

This section contains information that is important to know before you start to use the DT292 phone and its functions.

> **Note:** *This user guide describes the supported MD110 communication system functions together with the most commonly used phone-specific functions. All phone-specific functions are listed in the menu structure, see section "Menu structure" on page 20.*

Preparing for use

Before using the DT292 the first time you have to charge and connect the battery, see section "Preparing for use" on page 87.

> **Note:** *Place the DT292 in the charger and charge it for at least 4 hours before using it the first time.*

PIN code

Your phone is initially provided with a pre-set PIN code (Personal Identification Number). You should change this PIN code to a personal PIN code to prevent misuse.

To change the PIN code

Route: *Settings » PhoneLock » ChangePIN*

`ChangePIN` **Select.**

`YES` **Press.**
`EnterOldPIN:` is displayed.

`YES` **Enter the current PIN code (default 0000) and press.**
Either `EnterNewPIN:` or `Wrong PIN` is displayed. In the latter case, you have entered a number that does not match the current PIN code.

`YES` **Enter the four digits of the new PIN code and press.**
`RepeatNewPIN` is displayed.

`YES` **Enter the new PIN code again and press.**
Either `New PIN accepted` or `Wrong New PIN` is displayed.

Note the new PIN code for future use.

If you incorrectly enter a new PIN code three times in a row, your phone leaves this menu option.

In other situations, if you enter an incorrect PIN code three times in a row, your phone is blocked and `PIN Blocked, Unblock?` is displayed. See section "IPEI code" on page 8 to unblock your phone.

IPEI code

If your phone is blocked because an incorrect PIN code has been entered three times, you can unlock it with the IPEI code (International Portable part Equipment Identity). After entering the IPEI code, you must enter a new PIN code.

The IPEI code is a unique code which has been assigned to your phone. The IPEI code can be found in the ShowIPEI menu.

If your phone is blocked, PIN Blocked, Unblock? appears. The phone must be unblocked before it can be used again.

To display the IPEI code

Route: *Information » ShowIPEI*

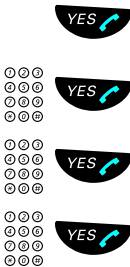**Select** ShowIPEI **and press.**
Enter PIN: is displayed.

Enter the PIN code for your phone (default 0000) and press.
The 13-digit IPEI code is displayed.

Press to leave this menu.

> **Note:** *Write down the IPEI code for future use. If you cannot retrieve the IPEI code, please contact your system administrator. Keep the IPEI code secret to prevent misuse of your phone.*

Unblock the DT292

Press.
Backdoor: is displayed.

Enter the IPEI code and press.
EnterNewPIN: is displayed.

Enter the four digits of the new PIN code and press.
RepeatNewPIN is displayed.

Enter the new PIN code again and press.
Either New PIN accepted or Wrong New PIN is displayed. In the latter case, the new PIN and the code you have just entered do not match. If New PIN accepted appears, you can use the phone again.

Guidelines

Consider these suggestions and guidelines to keep your phone in good shape and working properly.

> **Note:** *The phone does not contain user serviceable parts. If your phone requires service you should return it to the supplier or retailer from whom it was bought.*

Intrinsic safety

The *DT292* phone is not specified as intrinsically safe, so do not use it in areas with a danger of explosion.

Treatment

- Avoid exposing in direct sunlight or close to other heat sources.
- Protect your phone from aggressive liquids and vapours.
- Keep the phone away from strong electromagnetic fields.
- Keep the phone away from moisture.

Battery handling

- Do not immerse the battery into water or throw into fire.
- Use the prescribed desktop charger for charging. Charge the battery for at least one hour the first time you use the battery.

Cleaning

Clean the phone only with a soft, water dampened cloth. Using soap or any other cleaning materials may discolor or damage the phone.

Accessibility and voice quality

The base network is not always available. If you do not get in contact with your system, contact your system administrator. For best voice quality, avoid positioning near computer, radio or similar euqipment.

Operating area

You can use your cordless telephone in the area that is covered by the network. Outside this area you will lose contact with the telephone network. The signal strength icon will disappear and `No network` will be displayed.

Out of coverage

When you leave the system's coverage area there will be a short beep and a lamp indication.

When re-entering the coverage area it can take a couple of minutes before the phone automatically has registered into the system.

Networks (menu option)

The menu option `Networks` should only be used for administration purposes by service staff. Using this menu option may cause a logout from the DECT/GAP network, and no further calls will be possible.

> **Note:** *In case of a logout, the phone must be logged on again by a service technician.*

Description

1

2

19

3

4

5

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11

12

Work   4711
07-Jul 11:32

DT292

13

14

15

16

18   **17**
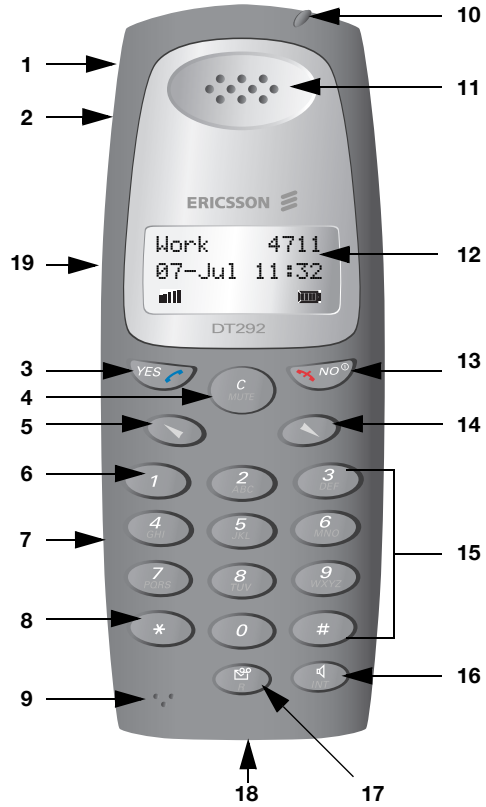
1   Volume Up
Off-hook: raise earpiece volume. See section "Settings" on page 75.

2   Volume Down
Off-hook: lower earpiece volume. See section "Settings" on page 75.

3   Off-hook / Yes
Answer call, accept.

4   Clear (C) / Mute
Delete latest entered digit. Backspace when editing text. Cancel a menu option. Microphone, ringer and warning on/off, see sections "During Calls" on page 48 and "Settings" on page 75.

5   Control key (up)
Scroll up through menus or name list. Move left through the choices.

6   1 / Space
Space when editing text. See section "Phone Book" on page 38.

7   Battery (rear side)
See section "Installation" on page 86.

8   Star / Pause / Text case
Insert a dial tone pause. Upper/lower case in text mode. See section "Phone Book" on page 38.

9   Microphone

10   Warning light
Ringing, message waiting, battery low, exit cover area.

11   Earpiece

> **Please note:** *The phone may retain small magnetic articles around the earpiece region.*

12   Display (3 rows)
Display at rest. Work is the network name and 132 is (your) extension number. See section "Display information" on page 16.

13   On/Off / On-hook / No
Switch on/off, end call, one menu back. Cancel a menu option.

14   Control key (down)
Scroll down through menus, name list. Move right in choices.

15   Keypad

16   Handsfree
Activate handsfree speaking. See sections "Incoming Calls" on
page 23, "Outgoing Calls" on page 26 and "During Calls" on
page 48.

17   R/Message
Put call on hold (inquiry), take call off hold or enter the message
system. See section "During Calls" on page 48.

18   Accessory connectors
See section "Installation" on page 86.

19   Loudspeaker (rear side)
For handsfree speaking function. See sections "Incoming Calls" on
page 23, "Outgoing Calls" on page 26 and "During Calls" on
page 48.

Phone signals

The cordless phone is signalling certain events audibly and visually
as described below.

Signal	Meaning
Red warning light	Incoming call
	Message waiting
	Battery almost empty
	Cordless phone out of range or not connected

The cordless phone also generates audible ring signals, alarm
signals and warning tones, and key clicks.
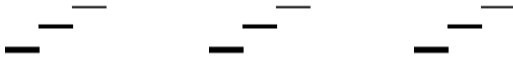
Sound	Meaning
Ring signal	Incoming call
Alarm signal	4 short beeps every 30 seconds: battery almost empty
	4 short beeps every 2 minutes: Cordless phone out of range or not connected
Key click	You hear this each time you press a key (when selected). See section "Key Sound" on page 81.
Warning tone	You have pressed a key which has no function.

Tones

The following different tones are sent from the exchange to your phone.

Tone characteristics

The tones shown in this section are the most used tones worldwide. Many markets use a differing tone for one or more situations.

Dial tone	—————————————————
Special dial tone	— — — — — — — —
Ringing tone or queue tone	—— ——
Busy tone	— — — — — —
Congestion tone	- - - - - - - - -
Number unobtainable tone	(alternating tones)
Call waiting tone	- -
Intrusion tone	· · · ·
Conference tone	— every 15 seconds (to all parties)
Verification tone	· · · · · ·
Warning tone, expensive route	— — — — — — — — — — —

Display information

The display gives you visual feedback on all actions that you perform, and also textual warnings.

The upper two rows are text rows (12 possible characters in each row), showing menus that you can access, names and numbers that you edit or dial, your phone ID etc. The lower row displays different statuses, visualized by icons.
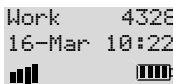
The DT292 display:

```
Work      132
01-Dec 11:32
▪▪▪▪ ✕ ☡ ✎ ✉ ❨ ▥▥▥
```

The following display examples show the different states of your phone.

Idle phone

Depending on the state and setting of your phone, different information can be shown.

Normal:

```
Work     4328
16-Mar 10:22
▪▪▪         ▥▥▥▥
```

Work is the programmed name of your network and can be renamed to something more suitable, i.e. your first name, company name, etc. To rename your network, contact your system administrator. To the right of the display is your own extension number.

> **Note:** *Date and time is only available for newer versions of the exchange.*

Follow-me activated:

```
4328 >
4444
▪▪▪         ▥▥▥▥
```
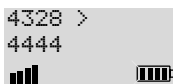
The display shows your own extension number 4328 diverted to extension number 4444.

Outgoing call

Normal outgoing call:

When you make an outgoing call, both the connection state and the dialled number or name are displayed:

```
Calling              Calling
          3333                 SMITH
 .ıll   ⌒   ▥ ▸      .ıll   ⌒   ▥ ▸
```
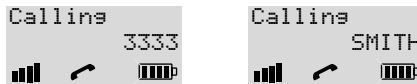
When the call is answered:

```
          3333
 .ıll   ⌒   ▥ ▸
```

Diverted call:

If the dialled number is diverted, the diversion information is shown. For example, the display shows the dialled number 3333 (Smith) diverted to 4444 (Brown):

```
          4444                 BROWN
 >        3333       >         SMITH
 .ıll   ⌒   ▥ ▸      .ıll   ⌒   ▥ ▸
```
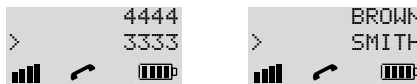
When the diverted call is answered, only the number of the answering position is displayed:

```
          4444
 .ıll   ⌒   ▥ ▸
```

Incoming call

Normal incoming call:

If available, the number or the name of the caller is displayed. The examples show an incoming call:

```
3333                    SMITH
▂▄▆  ☎      ▥▥▥▸        ▂▄▆  ☎      ▥▥▥▸
```

When you have answered the call, the caller's number is moved to the right of the display.

Diverted call:

A diversion indicator in front of the number or the name tells you that the call is diverted to your phone. For example, the display shows that number 3333 (Smith) was dialled, but the call was diverted to you:

```
>3333                   >SMITH
▂▄▆  ☎      ▥▥▥▸        ▂▄▆  ☎      ▥▥▥▸
```

When you have answered the call, the display shows only the caller's number.

Signs in the text rows

> **Menu pointer / Diversion indicator**
Shows the menu that can be accessed by pressing the YES key. When displayed before a name or number it indicates that the phone is diverted to another extension.

‹ **Number too long for display**
There are more digits to the left.

(**Call list icon**
Marks an entry in the Call list. Three different call types are displayed:

(‹– *Incoming call*

(–› *Outgoing call*

(✕ *Missed call*

! **Exclamation Mark**
Marks an unread entry in an entry list.

Display icons

Signal strength
On when your phone is locked to the system. The bars indicate reception quality. Four bars indicate optimal reception.

Ringer off
Ring signal muted or microphone off.

Key lock
Keys are locked.

Call
On when your phone is off-hook and flashes during ringing.

Message
Message received.

Call info
New unanswered entry in the *MissedCalls* list.

Battery gauge
The battery cells flash sequentially while the battery is charging and remain solid when charging is complete. Indicates the amount of talk and standby time left.

> **Note:** *An alarm sounds when there is less than 15 minutes calling time left in the battery.*

Additional display features

Depending on which network you are connected to, additional display features are available. For example, displaying the date and time. Ask your system administrator if you require additional display features.

Menu structure

The available phone-specific functions and network functions can be accessed via the DT292 menus.
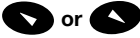
or   **Press to access the on-hook menu when in idle state or to access the off-hook menu during a call (see below).**

Menu Structure

Options available when "on-hook"

PhoneBook
Find&Call *

Store

Find&Edit *
DeleteAll *

Messages x *
Voice: x   Mailbox

AddNew
AddCallList

Edit
Delete

Settings
Alarm   SetAlarm
AutoKeyLock   AlarmOff *
Alerts   RingVolume

RingType

KeySound
DiscreetRng
Vibrator

PhoneLock   PowerOn
MasterReset   Subscript
Language   ChangePIN

MessageKey   Mess.KeyNo

Display   Light
    Contrast

Networks **
SelectNet
Priority *
Rename
Delete
Subscribe

Internal
External
CallBack
Message

OnIfSilent
On
Off

Information
CallList *
MissedCalls *
LastCall *
TotalCalls
ShowIPEI
DevServices *

Move within a menu.

Make selection.
Move to submenu.

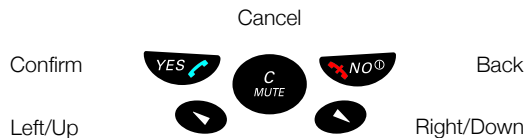Move to previous menu.

Move to idle display.

Options available when "off-hook"

Find&Call *   GoToDTMF ***
CallList *   DevServices *

Notes:
* Available under certain conditions (e.g. entries stored).
** Only to be used by system administrator
*** Alternative menu DTMF-Long is not applicable for MD110.

Navigation keys

Cancel

Confirm   YES   C MUTE   NO   Back

Left/Up   Right/Down

Switching On/Off

Switch on

Press until the display lights up.
If the phone does not switch on or the battery icon starts flashing, the battery is low. Charge the battery. While charging you can still use your phone.

> **Note:** *If the signal strength icon is off and the message* No network *is displayed you cannot make or answer calls.*

Switch off

> **Note:** *During calls, you cannot switch off your phone.*

Press until the display turns blank.
Your phone is switched off.

Free Seating (optional)

The Free Seating function is used for persons who have an office extension number but no telephone set of their own. For example, flexible office workers, persons mostly outside the office, etc. As a free seating user and working from the office, you log on to any free telephone set that temporarily will be assigned with your extension number and your system authorities.

To log on

$*11*$ **Dial.**

⊞ $*$ **Enter the authorization code and press.**

⊞ # YES   **Enter your extension number and press.**

📞   **Wait for the call icon to stop flashing.**

NO①   **Press to finish the procedure.**
The display shows your phone number.

To log off

1 1 # YES   **Dial and press.**

📞   **Wait for the call icon to stop flashing.**

NO①   **Press to finish the procedure.**

Incoming Calls

A ring signal indicates an incoming call and the warning light flashes quickly. The ring type can tell you whether the call is an internal, external or callback call and the display indicates an incoming call.

The twenty last received/dialed/missed phone numbers are stored in the Call list, see section "Call List" on page 46.

Answer calls

Display example:

If the number is stored in the Phone book, the associated name is shown instead.

YES **Press to answer.**
If you do not answer the call, the number is stored as a missed call in the Call list. See section "Call List" on page 46.

> **Note:** *Calls can be answered at any time, no matter if you are programming, or keying in a number etc.*
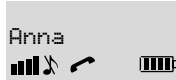
Mute ring sound or warning sound

If the phone rings or a warning sounds at an inconvenient moment you can temporarily suppress the sound:

Press to turn off the ringing for the moment.
The ring off icon appears.

Anna

Even with the sound off, you can still answer the call. The warning light and hook icon keep flashing. If you do not answer the call, the number is stored as a missed call in the Call list. To turn off the ring sound permanently, see section "Volume control" on page 75.

> **Note:** *If you decide not to answer the call, press the NO key. The call is rejected and there is no entry in the Call list.*

Reject the call

If you do not want to take the call, when the phone rings:

Press to reject the call.
The call is disconnected.

Handsfree

Press to answer the call in handsfree speaking mode.
You are connected to the caller via the loudspeaker and the microphone.

End the call

Press.
The duration time of the call is shown.

On another extension

You can answer a call to a phone in another room.

Call the ringing extension and press.
Busy tone.

8 **Press.**

> **Note:** *France press* *4*; *Sweden press* *6*

Call list

The last 20 dialled numbers, missed calls and answered calls are stored in the Call list (if supported by the network). See section "Call List" on page 46.

Outgoing Calls

Make calls

You can also make a call via the Phone book, see section "Make a call" on page 39.

Enter the phone number and press.
The number is shown in the display. Your phone will go off hook and establish the connection. The number is stored in the Call list.

The number may be any of the following:

• an extension number,

• an external number, preceded by the digit or digits for external call access.

> **Notes:**
> *Correct a wrong entry by pressing the C/MUTE key. If you decide not to make the call while keying in the number, press the NO key to stop.*
>
> *If a pause is required in the number, it is added by making a long press on the ✶ key. The pause is indicated with a - in the number.*
>
> *Enter + for international calls by making a long press on **0**.*
>
> *You can make your calls faster by using the Call list or adding frequently used numbers to the Phone book. See sections "Call List" on page 46 and "Phone Book" on page 38.*
>
> *If you receive a queue tone when the digit or digits to get an external line are dialed (optional function Least Cost Routing is used in the system), keep waiting. Once a line becomes free you will receive a dial tone. If a warning tone is heard, the selected line is marked "Expensive".*

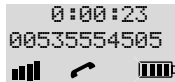## *Off-hook dialling*

If you prefer to dial a number off-hook:

Press and hold and wait for the dial tone.

> **Note:** *A short press activates the Call list.*

Dial the number and wait for a connection.

```
     0:00:23
00535554505
```

Handsfree

While you are waiting for a connection, dial tone or during the call:

Press to switch the call to handsfree speaking mode.
You are connected to the caller via the loudspeaker and microphone.

End the call

Press.
The duration of the call is displayed.

Call list

The last 20 dialled numbers, missed calls and answered calls are stored in the Call list (if supported by the network). See section "Call List" on page 46.

Number presentation restriction

If you do not want your name and number to be displayed to the person you are calling, you can use the following procedure.

Notes:
This function might be blocked for use on your extension (programmed by your system administrator).

The number presentation restriction is only valid for the ongoing call, i.e. the procedure has to be repeated the next time you want to use it.

✳42# YES **Dial and wait for a new dial tone.**

Dial the number.
Instead of your name and number, the display on the called phone shows Anonymous.

Individual external line

To make a call on a specific external line:

✳0✳ **Dial.**

Dial the individual external line number and press.

YES **Dial the digit or digits to get an external line and the external number and press.**

Last External Number Redial

When you initiate an external call the system automatically stores all the dialled digits, irrespective of whether the call was successful or not.

✳✳✳ YES 📞 **Press to redial the last dialed external number.**
The display will show the dialed number.

> **Note:** *Sweden and Finland, dial ✳✳ 0.*

Call Statistics

Your phone can tell you the duration of your last call and display the total time of all external calls made.

To see the time spent on your last call

> **Route:** *Information » LastCall*

LastCall **Select.**

YES 📞 **Press.**
The length of the last call is displayed in hours, minutes and seconds.

NO ① **Press to leave this menu.**

To see the time spent on all outgoing external calls

> **Route:** *Information » TotalCalls*

TotalCalls **Select.**

YES 📞 **Press.**
The total time of all external calls made is displayed in hours, minutes and seconds.

NO ① **Press to leave this menu.**

or

YES 📞 **Press to delete the entry from the list.**

When you receive a busy tone

If you call an extension and receive a busy tone, or get no answer, or all external lines are busy, you can use any of the following methods:

Callback

If a called extension is busy or there is no answer:

6   **Press.**

> **Note:** *France, Sweden and Finland, press* **5**.

Press to finish the procedure.
You are called back (recall ring signal) when the ongoing call is finished or the next time a new call is finished. You have to answer within eight seconds, otherwise the Callback service is cancelled. While waiting for the Callback, you can make and receive calls as usual.

Press when you are called back.
The system calls the extension.

> **Note:** *Callbacks can be activated on several extensions at the same time.*

If all external lines are busy when the YES key is pressed after dialing the external number:

6 #   **Press.**

> **Note:** *France, Sweden and Finland, press* **5** #.

Press to finish the procedure.
When an external line becomes free you will be called back (recall ring signal). You have to answer within eight seconds otherwise the Callback service is cancelled. While waiting for the Callback, you can make and receive calls as usual.

Press when you are called back.
The system calls the external number.

> **Note:** *Only one Callback can be activated on a busy external line.*

Cancel any single Callback

#37✳ **Dial and enter the extension number.**

> **Note:** *To cancel a single Callback on a specific external line, dial the digit or digits to get a line instead of the extension number.*

YES **Press.**

Wait for the call icon to stop flashing.

NO **Press to finish the procedure.**

Cancel all Callbacks

#37# YES **Dial and press.**

Wait for the call icon to stop flashing.

NO **Press to finish the procedure.**

Activate Call Waiting

If you urgently wish to contact a busy extension or an external line, you can notify by a Call Waiting signal.

5 **Press.**

> **Note:** *France and Finland press,* **6***; Sweden press,* **4***.*

Keep your phone off hook.
When the called extension or the external line becomes free, it will be called automatically.

> **Note:** *The Call Waiting function might be blocked for use on your extension (programmed by your system administrator). If Call Waiting is not allowed you will continue to receive a busy tone.*

Intrusion on a busy extension

You can intrude on an ongoing call on a busy extension.

4 **Press.**

> **Note:** *France and Sweden, press **8**.*

Before the Intrusion is executed, a warning tone is sent to the parties in the ongoing call. A three party call is established and a warning tone is heard.

> **Note:** *The warning tone might be disabled for your system. The Intrusion function might be blocked for use on your extension (programmed by your system administrator). If Intrusion is not allowed, you will continue to receive a busy tone.*

Bypass

If this function is allowed from your extension, you can bypass an; *activated* Diversion, *activated* Follow-me or *activated* Absence information on a specific extension.

✶60✶ **Dial.**

Enter the extension number.

YES ✆ **Press and wait for answer.**

Speed Dialing

Note: *You can also make Speed Dialing calls via the Phone book and Call list, see sections "Phone Book" on page 38 and "Call List" on page 46*.

Common Speed Dialing numbers

By using common Speed Dialing numbers, you can make calls simply by pressing a few keys. The common Speed Dialing numbers consist of 1–5 digits and are stored in the exchange (by your system administrator).

Dial the common Speed Dialing number.
Please refer to your telephone directory.

Press to make the call.

Quick Call-By-Name

(0 – 9)
Press the key with the initial letter of the name until a name is shown.

To move to the next initial letters:

Press the key once again quickly for the next letter or twice quickly for 3rd letter.

Scroll to find the name.

When the name has been found:

Press to call.

Press to end the call.

Example: To call Bob.

(Anita, Bill and Bob are programmed in the Phone book).

2   **Press and keep pressed.**
Anita is shown in the display.

2   **Press again, shortly.**
Bill is shown in the display.

Press.
Bob is shown in the display.

Press to call Bob.

Programming a number or function on the R/Message key

You can program a number that you call very often or program a function (depending on system).

> **Route:** *Settings » MessageKey » Mess.KeyNo*

Enter the number.

Press.

> **Note:** *Only one number or function can be programmed. If you change it, the default function to enter your mailbox directly will not work any more. If you want to use the Message Waiting function (default) again, the number to enter the mailbox has to be re-entered.*

Authority

Authorization code, common (optional)

If you are assigned to use a common authorization code (1 to 7 digits), you can temporariliy change any used phone within the exchange to the authority level connected to this code. You can use the code for one call only or you can open the phone for some calls and lock it when leaving the phone.
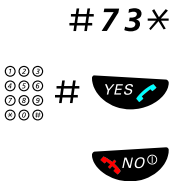
To use for a single call:
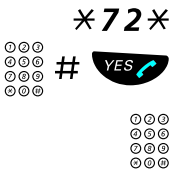
✳**72**✳   **Dial.**

YES 📞   **Enter authorization code and press.**
Verification tone.

Dial the digit or digits to get a line and the external number.

To open an extension for some calls:

#73✳   **Dial.**

YES 📞   **Enter authorization code and press.**
Verification tone.

NO   **Press to finish the procedure.**

To lock an extension:
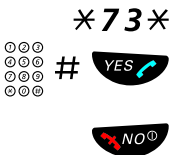
✳**73**✳   **Dial.**
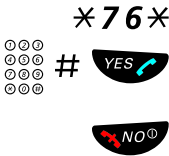
YES 📞   **Enter authorization code and press.**
Verification tone.

NO   **Press to finish the procedure.**

Authorization code, individual (optional)

If you are assigned to an individual authorization code (1 to 7 digits, assigned to your own extension) you can lock your own extension to a common authority level, e.g. when out of the office. You can also temporarily change any other used phone within the exchange to the same authority level as you have on your own phone. The individual code can be changed from your own extension.
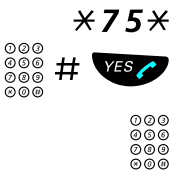
To lock your phone:

✳ 7 6 ✳   **Dial.**

\# YES   **Enter authorization code and press.**
Verification tone.

NO   **Press to finish the procedure.**

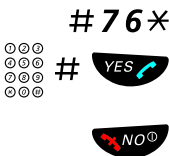To make calls with your authority level when your phone is locked:

✳ 7 5 ✳   **Dial.**

\# YES   **Enter authorization code and press.**
Verification tone.

Dial the digit or digits to get a line and the external number.

To open your phone:

\# 7 6 ✳   **Dial.**

\# YES   **Enter authorization code and press.**
Verification tone.

NO   **Press to finish the procedure.**

To assign your own authority level to another phone:

$*75*$ **Dial.**

$*$ **Enter authorization code and press.**

YES   **Dial your own extension number and press.**
Verification tone.

Dial the digit or digits to get a line and the external number.

To change your individual authorization code:

$*74*$ **Dial.**

$*$ **Enter old authorization code and press.**

YES   **Dial new authorization code and press.**
Verification tone.

NO   **Press to finish the procedure.**

Phone Book

Your phone is equipped with a personal Phone book where you can make up to 100 entries (names and numbers). You can consult and change the Phone book via the PhoneBook menu option.

The Phone book lists all names in alphabetical order. You can freely add names and numbers to the Phone book.

> **Notes:**
> *It is not possible to download a pre-programmed Phone book to the DT292.*
>
> *Phone book numbers have a maximum of 24 digits.*
>
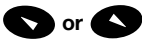> *Phone book names have a maximum of 12 characters.*
>
> *An indication that the Phone book is full, means that you have to delete an entry before you can add a new one.*

Use the Phone book

Access the names and numbers of the Phone book.

Access PhoneBook.

Use the arrow keys to select the required option.

Make a call

You can search for a name and number in the Phone book. When you have accessed the Phone book:

Route: *PhoneBook » Find&Call*

Select Find&Call **and press.**
Enter Name: or Phone book is empty is displayed.

Press the key which has the first letter of the name you are looking for.
How to write text, see section "Write text" on page 44.

Press to confirm.
The first name beginning with that letter is displayed.

Scroll down until you find the name and press.
The number is dialed.

Note: *How to make calls via the Call list, see section "Call List" on page 46.*

Add a name or a number

You can use the AddNew option to enter names and numbers in the Phone book. When you have accessed the Phone book:
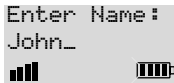
Route: *PhoneBook » Store » AddNew*

AddNew **Select.**

YES **Press.**
Enter Name: or Phone book is Full is displayed. In the latter case, you have to delete a Phone book entry first before you can add a new one.
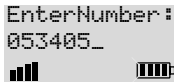
```
Enter Name:
John_
```

Enter a name.
How to write text, see section "Write text" on page 44.

YES **Press to confirm.**
EnterNumber: is displayed.

```
EnterNumber:
053405_
```

Enter the phone number.

✳ **Press if you have to wait for a second dial tone.**

YES **Press to confirm.**
The name and number are stored in the Phone book.

Change a name or a number

With the Edit option, you can change the names and numbers in the Phone book. When you have accessed the Phone book:

Route: *PhoneBook » Find&Edit » Edit*

Edit   **Select.**

Press.
Enter Name: is displayed.

Enter the first letter of the name and press.
The first name beginning with that letter is displayed.

Scroll down until you find the name.

Press once to change a name.

Note: *Press the YES key twice to change a number.*

Correct the name or number.

Press to confirm.

Note: *Press the YES key only once if you have changed a number.*

Delete a name or a number

You can also delete names and associated numbers from the Phone book. When you have accessed the Phone book:

Route: *PhoneBook » Find&Edit » Delete*

Delete   **Select.**

Press.
Enter Name: is displayed.

Enter the first letter of the name and press.
The first name beginning with that letter is displayed.

Scroll down until you find the name.

Press to delete the name and number.
The name and number are deleted from the Phone book.

Delete all names and numbers

Route: *PhoneBook » DeleteAll*

DeleteAll   **Select.**

Press.
Delete? appears.

Press to confirm.
All names and numbers are deleted from the Phone book.

Add numbers from the Call list

Up to 20 numbers (dialled, answered and missed) can remain stored in the Call list of your phone. You can use the AddCallList option to add these numbers to the Phone book.

Menu option AddCallList appears only if names or numbers are available for redial. When you have accessed the Phone book:
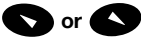
Route: *PhoneBook » Store » AddCallList*

AddCallList **Select.**

Press.
A list of numbers is displayed. If Phone book is Full appears, you have to delete a Phone book entry first before you can add a new one.

or **Scroll through the list of numbers until you have the number you want to store.**

Press.
Enter Name: is displayed.

Enter a name.

Press.
Edit Number: is displayed. The number to be added is displayed.

Edit the number if necessary.

Press to confirm.
The name and number are stored in the Phone book.

Write text

The characters that you can enter, are written above each key.
Use the keypad to write text. The following explains how to write
text when you add a new name in the Phone book menu.

AddNew   **Select.**

YES   **Press.**
The phone changes to text entry mode automatically.

Example (to write SMITH):

7 7 7 7   **Press for S.**

6   **Press for M.**

4 4 4   **Press for I.**

8   **Press for T.**

4 4   **Press for H.**

YES   **Press to confirm your edit and exit the menu.**

Control keys

While entering a name or a number you can use the following keys
for control and navigation:

Press to move left.

> **Note:** *Moves to the beginning of the text if held longer.*

Press to move right.

> **Note:** *Moves to the end of the text if held longer.*

✳   **Press to switch between upper and lower case.**

> **Note:** *Pressing for more than one second will add a dial
> tone pause.*

1   **Press to enter a space.**

C
MUTE   **Press to correct a wrong entry.**
The character to the left of the cursor is cancelled.

Special characters

Use the keypad to enter letters and characters. Press a key once for the first letter or character, twice for the second, three times for the third, etc. The most common letters are printed above each key on the phone. All the available letters and characters are shown in the following table:

Phone key	Number of times to press the key												
	1	2	3	4	5	6	7	8	9	10	11	12	13
1	Space	-	?	!	,	.	:	"	'	(	)	1	
2	A	B	C	Å	Ä	Æ	À	Á	Â	Ã	Ç	2	Γ
3	D	E	F	È	É	Ê	Ë	3	Δ	Φ			
4	G	H	I	Ğ	¡	Ì	Í	Î	ï	4			
5	J	K	L	5	Λ								
6	M	N	O	Ñ	Ö	Ø	Ò	Ó	Ô	Õ	Œ	6	
7	P	Q	R	S	ß	Ş	7	Π	Σ				
8	T	U	V	Ü	Ù	ú	û	8					
9	W	X	Y	Z	Ý	Ÿ	9						
0	0	+	&	@	/	$	%	£	Θ	Ξ	Ψ	Ω	
#	#	*											

Note: *Depending on the selected menu language, other characters might be available, which means that the character order differs from the table above.*

Example special characters:

8   **To enter Ü press 8 (four times).**
1 time   result T
2 times   result U
3 times   result V
4 times   result Ü

YES   **Press to confirm your edit and exit the menu.**

Call List

The last 20 dialled numbers, missed calls and answered calls are stored in the Call list (if supported by the network).

The different call types in the Call list are marked with the following icons:

(<– *Incoming call*

(–> *Outgoing call*

(☓ *Missed call*

> **Notes:**
> *An exclamation mark (!) after an entry number means that you have not read that entry yet.*
>
> *The* CallList *menu is only displayed, if names or numbers are available for returning a call.*

When there are new unanswered calls, the call info icon is displayed and the display shows:

```
       Check
Who Called?
.ıll          (◄ ▭▭▭▭▭►
```

Press to show who called and return the call.

or

Press to not return the call.

To return a call

Press shortly.
The Call list including dialled numbers, missed calls and answered calls appears. Each entry in the list is displayed with a number in the upper left corner of the display. The phone beeps if there are no names or numbers available for redial.
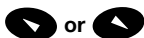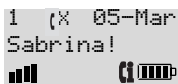
```
1  (X  05-Mar
Sabrina!
⊿⊿⊿       (⌈ ▥▥▥▥▷
```

or **Scroll until you have the right number or name.**

Press to dial the selected number.

> **Tip:** *If you press the C/MUTE key instead of the YES key, you can edit the number before dialling.*

Redial number from Call list

Dialled numbers are stored in the Call list (if supported by the network).

Press shortly.
The Call list appears.
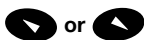
or **Scroll until you have the right number or name.**

Press to dial the selected number.

> **Tip:** *If you press the C/MUTE key instead of the YES key, you can edit the number before dialling.*

You can also access the Call list via the CallList menu.

> **Route:** *Information » CallList*

You can permanently store the numbers from your Call list to your Phone book. See section "Add numbers from the Call list" on page 43.

During Calls

Mute microphone

To mute the microphone during an ongoing conversation:

Press.
The caller will not hear the conversation in your room. The ring off icon indicates that the microphone is off.

```
Anna
ıllı≫ ✆        ▐▐▐▐▌
```

Press again, to turn the microphone on.

> **Note:** *It is advised to use this feature instead of putting a call on hold. A call on hold may be diverted to your operator, directly or after some time.*

Loudspeaking (Handsfree)

This function is extremely useful in situations when you need to have a conversation over the phone while having your hands free for other tasks (handsfree). You can switch to handsfree speaking (and back to standard speaking procedure) at any time during a call.

Press to switch handsfree speaking mode on or off.
During handsfree speaking, you are connected to the caller via the loudspeaker and microphone.

Inquiry

You have an ongoing conversation and want to make an Inquiry to an internal or external party.

Press and call the third party.
The first call is put on hold. When the third party answers, you can switch between the calls (Refer back), transfer the call, create a Conference or end one of the calls.

To end the Inquiry call:
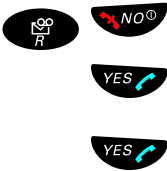
Press.

Press and wait for the system to recall.
(Default 30 seconds, may vary locally).

Press to return to the first call.

Refer back

2 **Press to refer back to the other party.**
The party you talked to is put on hold, the other party is connected.

> **Note:** *Sweden press*

Inquiry via the Phone book

If you don't know the number by heart, you can make an inquiry to a third party in the Phone book during a call.

> **Route:** *PhoneBook » Find&Call*
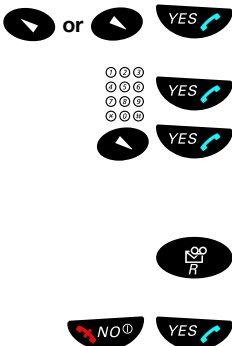
Select Find&Call **and press.**
Enter Name: is displayed.

Enter the first letters of the name and press.

Scroll down until you find the name and press.
The first call is put on hold. When the other party answers, you can switch between the calls (Refer back), transfer the call, create a Conference or end one of the calls.

Press to end the inquiry call.
The third party is disconnected.

Press to return to the first call.

Transfer

You have an ongoing call and you want to transfer the call to another extension.

Press.
Dial tone.

Call the third party.
You can dial the number, or use the Phone book or the Call list to make the call.

Press before or after answer.
The ongoing call is transferred.

> **Note:** *If you have put more than one call on hold, the last call that was put on hold will be transferred. If the dialed extension is busy or transfer is not allowed, your phone will ring again.*

Conference

With this procedure you can include up to seven parties in a conference. Only the conference leader (i.e. the person initiating the conference) can admit participants. During the conference a tone will be heard every 15 seconds.

> **Note:** *The conference tone might be disabled for your system.*

You have an ongoing conversation and want to establish a telephone conference. You will become the conference leader.

Press.
Dial tone.

Call the third party.
Wait for answer.

3 **Press to establish a conference.**

Repeat the procedure to add more conference members.

End the call to leave the conference.

On hold

You can temporarily put the ongoing call on hold. Calls put on hold can be resumed on your own phone or another.

Press.
Dial tone.

Press.

To resume the call on your extension

Press within 30 seconds.
If not resumed within 30 seconds you will be called back. An unanswered external call will be re-routed to the operator after another 30 seconds.

Press.

To resume on another extension

Call the extension where the call was put on hold and press.
Busy tone.

8   **Press.**

> **Note:** *France, press* **4***; Sweden, press* **6**.

Call Waiting

If you hear the Call Waiting tone during an ongoing conversation, another person is trying to contact you.

Press.
The ongoing call is put on hold and your phone rings to announce the waiting call.

Press to answer.

Press to finish the call.
Wait for the system to recall the first party.

To terminate the ongoing call and answer the waiting call:

Press to finish the ongoing call.
The waiting call is signalled on your phone.

Press to answer the new call.

> **Note:** *The Call Waiting function might be blocked for use on your extension (programmed by your system administrator).*

Dialling during a connected call

When calling interactive teleservices, e.g. telephone banks, you need to use Dual Tone Multi Frequency (DTMF) signals. If your exchange is not already programmed to automatically convert your entered digits into DTMF signals, you need to activate the function during the call.

During an ongoing call:

9

Press and dial the required digits.
Entered digits are transferred as DTMF signals.

> **Note:** *Finland, press **1** and dial the required digits.*

Call Forwarding

Internal Follow-me

All calls to your extension are diverted to an extension of your choice (within the private network). During Follow-me the display shows a ⟩ after your number. On the next row the answering position number is shown. A special dial tone will be heard. During Follow-me, your phone can still be used for outgoing calls.

Order

✶ 2 1 ✶   **Dial and enter the answering position number.**

     Note: *U.K. dial ✶ 2 ✶.*

 # YES   **Press.**

Wait for the call icon to stop flashing.

NO   **Press to finish the procedure.**

Display example:

```
4736 >
4321
▮▮▮ 	    ▐▮▮▮▮▌
```

Cancel

2 1 #   YES 📞   **Dial and press.**

> **Note:** *U.K. dial* **# 2 #**.

📞   **Wait for the call icon to stop flashing.**

NO①   **Press to finish the procedure.**

External Follow-me

If external Follow-me is allowed, you can have all calls to your extension diverted to an external number of your choice. During Follow-me, the display shows a > after your number. A special dial tone will be heard. During Follow-me, your phone can still be used for outgoing calls.

Order

✳ 2 2 #   **Dial.**

Dial the digit or digits to get a line and the external number.

YES 📞   **Press.**

📞   **Wait for the call icon to stop flashing.**

NO①   **Press to finish the procedure.**
Display example:

```
4736 >


 ▁▃▅▇            ▐████▌▶
```

Cancel

 # 2 2 #   **Dial.**

YES 📞   **Press.**

📞   **Wait for the call icon to stop flashing.**

*NO*①   **Press to finish the procedure.**
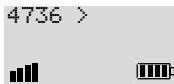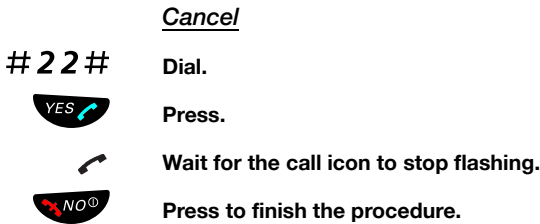
Personal Number

With this function, you can be reached on your normal office phone number even if you are in another room, out of the office, or at home, etc.

Depending on the functionality of your office exchange, you can have either one individual single search profile (standard) or you can choose between five individual search profiles (optional).

A search profile can be designed to fit the situation, i.e. in the office, traveling, at home, etc. Both internal or external phone numbers can be used in a profile.

At your request, the search profiles are programmed or modified by your system administrator. See section "To design and order your search profiles" on page 58.

When the function is activated, incoming calls are transferred to different phones or to back-up services in the order you choose. If an answering position in the profile is busy, the call can be transferred to another predefined position in the profile, i.e. voice mail or a colleague. You can activate the function from your own office phone or when out of the office by using the Direct Inward System Access function (DISA).

To activate or change to another profile from your office phone

✳ 1 0 ✳   **Dial.**

(1 – 5)   **Press the search profile digit.**

YES✆   **Press.**
Wait for the display to show Executed.

NO○   **Press to finish the procedure.**

> **Note:** *When another party is included in the activated profile, a colleague or an operator, etc., always remember to inform about your absence. If voice mail is included in the activated profile, always update your greeting with absence information.*

To cancel from your office phone

 # 1 0 #   **Dial.**

YES✆   **Press.**

✆   **Wait for the call icon to stop flashing.**

NO○   **Press to finish the procedure.**

To activate or change to another profile from an external phone

The external phone must be of push button type provided with pound key (#) and star key (✶) or a mobile phone adapted for dial tone pulses (DTMF).

Call the DISA function at your office.
Dial tone.

✶ 7 5 ✶   **Dial.**

✶   **Enter the authorization code and press.**

Dial your own extension number and press.
Dial tone.

✶ 1 0 ✶   **Dial.**

✶   **Dial your own extension number and press.**

(1 – 5)   **Press the search profile digit.**
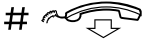
Press and replace the handset.

> **Note:** *When another party is included in the activated profile, a colleague or an operator, etc., always remember to inform about your absence. If voice mail is included in the activated profile, always update your greeting with absence information.*

To cancel from an external phone

The external phone must be of push button type provided with pound key (#) and star key (✷) or a mobile phone adapted for dial tone pulses (DTMF).

Call the DISA function at your office.
Dial tone.

✷ 7 5 ✷   **Dial.**

✷   **Enter the authorization code and press.**

Dial your own extension number and press.
Dial tone.

1 0 ✷   **Dial.**

Dial your own extension number and press.

Replace the handset.

To design and order your search profiles

The search profiles are installed or changed by your system administrator. In order to set up your profiles, copy the setting form, fill in your new or changed profiles and give it to your system administrator.

> **Note:** *If a profile handling application is connected to your system, you can edit profiles via your Intranet. See separate instructions for the application.*

Important notes when designing your search profiles:

• Avoid ring times longer than 45 seconds for your profiles.

  Usually the caller hangs up after 3-6 ring signals. If you need a longer ring time, the maximum time is 60 sec.

• Consider the time you need to react and answer on each answering position in your profile.

  You might need up to 15 seconds to react and answer a call on a desk or cordless phone and 20-25 seconds for a mobile phone.

• There must be an answering position at the end of every profile (Voice mail or operator/secretary).

  If not, calls might end up unanswered.

• Consider what should happen while you are busy on a phone.

  The available options are:

  – *Follow-me to voice mail*

  – *Follow-me to the operator*

• If an answering machine, a fax or other answering service is used as an early answering position, it might interrupt the searching.

  Disconnect the answering service, or design the ring times so they do not affect the searching.

• If your system admits just one single personal profile, design the profile only with your 2-3 most frequently used positions.

  If you add more numbers, there is a risk that the caller hangs up before a latter position is called.

• If your system admits 1-5 personal profiles, design the different profiles to fit your most frequently used positions.

  Make sure you use as few answering positions as possible for each profile. Profile examples:

  – *In office*

  – *At home*

  – *Traveling*

  – *Absent/not reachable*

Example:

How to fill in your setting form for search profiles:

Profile 1 **In office**

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1	Desk	1234	10
2	Cordless	5234	15
3	Voice Mail		

* Examples: Desk, Cordless, Mobile, External, Voice Mail, Operator, etc.

Profile 2 **At home**

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1	External	222222	20
2	Mobile	0706666666	25
3	Voice Mail		

Setting form for search profiles

Name:

Department:

Telephone No:

Account:

Profile 1   ....

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1			
2			
3			
4			

* Examples: Desk, Cordless, Mobile, External, Voice Mail, Operator, etc.

Profile 2   ....

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1			
2			
3			
4			

Profile 3   ....

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1			
2			
3			
4			

Profile 4   ....

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1			
2			
3			
4			

Profile 5   ....

Search order	Type of telephone or answering position*	Telephone number	Ring time (seconds)
1			
2			
3			
4			

Absence Information (optional)

The absence information is used to inform callers why you are absent and when you return. If you are authorized, you can also enter absence information for another extension from your own extension. A special dial tone will be heard. During absence information, your phone can still be used for outgoing calls.

Order

Example: Back on September 15th (=0915).

$\ast 23\ast (0-9)$ **Dial and enter the absence code.**

> **Note:** *The absence code is system dependent. Contact your system administrator regarding the available absence codes.*

$\ast 0915$ **Press and enter the date (MMDD) or time (HHMM) of your return.**

> **Note:** *If no return time or date is needed, this step can be skipped.*
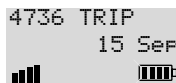
\# YES **Press.**

Wait for the call icon to stop flashing.

NO **Press to finish the procedure.**

Display example:

```
4736 TRIP
        15 Sep
.ill        (IIII)
```

Cancel

#23# YES✆   **Dial.**

✆   **Wait for the call icon to stop flashing.**

NO①   **Press to finish the procedure.**
The programmed information is erased.

Order for another extension

230   **Dial.**

⊞ *****   **Dial the extension number and press.**

(0–9)   **Enter the absence code.**

*0915   **Press and enter the date (MMDD) or time (HHMM) of the other person's return.**

> **Note:** *If no return time or date is needed, this step can be skipped.*

 # YES✆   **Press.**

✆   **Wait for the call icon to stop flashing.**

NO①   **Press to finish the procedure.**
The display on the other person's extension shows the reason, and if entered, time or date of return.

Cancel for another extension

#230*   **Dial.**

⊞ **# YES✆**   **Dial the extension number and press.**

✆   **Wait for the call icon to stop flashing.**

> **Note:** *If the special dial tone is received, the authorization code for the other extension is required. Add the code and press # before pressing the NO key.*

NO①   **Press to finish the procedure.**

Messages

Manual Message Waiting (MMW)

If the called extension does not answer you can initiate a message waiting indication on that extension (if this function is allowed). If there is a message waiting for you, you will hear a special dial tone.

Answer MMW

Press.
A call is initiated to the extension that requested the MMW.

Order MMW to another extension
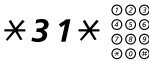
✳ 3 1 ✳ 🔢 **Dial and enter the extension number.**

YES **Press.**

📞 **Wait for the call icon to stop flashing.**

NO① **Press to finish the procedure.**
The message is sent to the called extension.

Cancel MMW to another extension
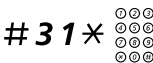
 # 3 1 ✳ 🔢 **Dial and enter the extension number.**

YES **Press.**

📞 **Wait for the call icon to stop flashing.**

NO① **Press to finish the procedure.**

Voice mail (optional)

This integrated Voice mail function allows you to leave a voice message to the caller when you are unable to answer calls, e.g. when out of the office, in a meeting,etc. Then the caller can leave a message in your mailbox. When back in office you can enter your mailbox and listen to the received messages. You can choose to divert all incoming calls to your mailbox, or calls when there is no answer, or calls when your phone is busy.

When you enter your mailbox, you will hear recorded instructions on how to handle listening, recording, storing and deleting messages, and how to change your security code.

To activate and deactivate your mailbox

See section "Call Forwarding" on page 53 (function code 21). Use the number to the voice mail system as the "answering position number".

To enter your mailbox when there is a new message

The message icon is flashing in the display. The voice mail ringer tone sounds when a new message is received.

Press to enter your mailbox.

> **Note:** *It is possible to program a number or function on the R/Message key. If this is done, the default function to enter your mailbox directly will no longer work. If you want to use the Message Waiting function (default) again, the number to enter the mailbox has to be re-entered. See section "Programming a number or function on the R/Message key" on page 34.*

If you are asked to enter your security code:

Enter your security code.

To enter your mailbox in general

When you want to listen to saved messages, change your security code or change your greeting.

Enter the number to the voice mail system and press.

If you are asked to enter your security code:

Enter your security code.
Code at delivery = your extension number.

To enter someone else´s mailbox

Enter the number to the voice mail system and press.

If you are asked to enter your security code:

# #

Press.

Enter the mailbox number.
Normally the office extension of the other person.

If you are asked to enter a security code:

Enter the security code of the other person.

To handle the mailbox

Recorded information on the line informs about the number of new and stored messages. If you have too many messages stored, you will first be asked to delete saved messages.

Recorded instructions ask you to press different digits in order to listen to callers' messages, record your own greetings, change your password or exit your mailbox, etc.

The following diagram gives an overview of the mailbox system and the digits to be used.

Start level

5 Messages
- **5** Listen to the next message
- **6** Repeat the heard message
- **3** Delete the heard message
- **#** Return to start level
- **9** Exit the mailbox, end with

2 Greeting
- **5** Listen to the current greeting
- **6** Record a new, end with #
- **#** Leave the old greeting unchanged

  - **5** Listen to the recording
  - **6** Re-record the greeting
  - **7** Store the greeting
  - **#** Leave the old greeting unchanged

1 Security code
- **#** Enter a new code, 1-6 digits
  Only digits are allowed, no star✱
- **#** No security code

  - **#** Repeat the new code

9 EXIT, end with

Group Features

Call Call-pick-up

People working in a team can have their phones programmed by the system administrator to form Call-pick-up groups.

In a Call-pick-up group, any member can answer any individual call to group members.

✶ 8 # YES ☏   **Dial and press to answer.**

> **Notes:**
> *One Call-pick-up group can serve as an alternative to another group. Calls to the alternative group can only be answered when there are no calls to your own group.*
>
> *Sweden and Finland, dial ✶ 0 #.*

Common bell group

Calls are signalled on a common bell.

✶ 8 # YES ☏   **Dial and press to answer.**

> **Note:** *Sweden and Finland, dial ✶ 0 #.*

Group Hunting

An internal Group Hunting number is a common directory number for a group of extensions. Calls to the group will be indicated at a free extension in the group.

When you leave the group temporarily, you make your phone unavailable for incoming calls.

To leave the group temporarily

✱ **21** ✱ 🔢   **Dial and enter your own extension number.**

        Note: *U.K. dial ✱ 2 ✱ No.*

[YES 📞]   **Press.**

📞   **Wait for the call icon to stop flashing.**

[NO①]   **Press to finish the procedure.**

To re-enter the group

 # 21 # [YES 📞]   **Dial and press.**

        Note: *U.K. dial # 2 #.*

📞   **Wait for the call icon to stop flashing.**

[NO①]   **Press to finish the procedure.**

Other Useful Features

Account Code (optional)

This function is used to charge a call to an account number or to prevent unauthorised calls from your phone. The account code can have 1 to 15 digits.

✳ 6 1 ✳   **Dial.**

> **Note:** *Norway and Finland, dial ✳ 7 1 ✳.*

 # YES 📞   **Dial the account code and press.**
Dial tone.

Dial the digit or digits to get an external line and the external number.

Ongoing external call

When the Account code function is used to charge a call it is also possible to connect an ongoing external call to an account code.

During the call:

Press to put the ongoing call on hold.
Dial tone.

✳ 6 1 ✳   **Dial.**

> **Note:** *Norway and Finland, dial ✳ 7 1 ✳.*

**Enter account code and press.**
Dial tone.

Press to resume the call that was put on hold.

DT292

Night Service

When the exchange is in Night Service mode, all your incoming calls to the operator are transferred to a selected extension or group of extensions. The exchange is equipped with three different Night Service modes:

Common Night Service

All incoming calls to the operator are transferred to one specific extension. Answer the call in the normal way.

Individual Night Service

Selected external calls to the operator are transferred to one specific extension. Answer the call in the normal way.

Universal Night Service

All incoming calls to the operator are transferred to a universal signalling device, e.g. the common bell. Answer the call as described in section "Common bell group" on page 68.

Alarm extension

An extension can be programmed by your system administrator as an Alarm extension. A call to an Alarm extension obtains automatic Intrusion if the extension is busy. Up to seven calling parties may be connected at the same time.

Emergency mode

In the event of an emergency, the operator can set the exchange into Emergency mode, during which only preprogrammed extensions are permitted to make calls. If your extension is not assigned with this category and you try to make a call, you will not receive a dial tone.

Malicious Call Tracing

If you are disturbed by bothersome or malicious external incoming calls, you can request number tracing from the network provider.

You can invoke tracing during or after an ongoing conversation. The external line can be held for a limited period of time.

Order

During an ongoing conversation:

Press.
Dial tone.

✳ 3 9 #

Dial.
The system acknowledges with different tones whether the tracing request was accepted or rejected.

Direct Inward System Access, DISA (optional)

If you are assigned to use this function and you are working externally, you can call your office and get access to an external line in order to make business calls. The business call will be charged your office extension number or an account number. You will just be charged for the call to the office.

The external phone must be of push button type provided with pound key (#) and star key (✶) or a mobile phone adapted for dial tone pulses (DTMF).

After a completed DISA call you must hang up before a new DISA call can be made.

There are different procedures depending on the type of authorization code, or when an account code is used.

With common authorization code

Call the DISA function at your office.
Dial tone.

✶72✶   **Dial.**

Enter the authorization code and press.
Dial tone.

Dial the external number.

With individual authorization code

Call the DISA function at your office.
Dial tone.

✶75✶   **Dial.**

✶   **Enter the authorization code and press.**

Dial your own extension number and press.
Dial tone.

Dial the external number.

Do Not Disturb

Switch off your phone. The caller will receive a special tone indicating that you are not available.

If you need to make calls, you can switch off the ring signal. Press the C/MUTE key until the ringer off icon is shown in the display. Press the C/MUTE key again to switch on the ring signal.

General Deactivation

The following features can be simultaneously cancelled:

- Callback (all Callbacks are cancelled).

- Internal and External Follow-me.

- Manual Message Waiting/Message Diversion.

- Do Not Disturb.

Order

 # 0 0 1 # YES ✆   **Dial and press.**

✆   **Wait for the call icon to stop flashing.**

NO ①   **Press to finish the procedure.**

Settings

This section describes how to set and adjust a personal volume, how to change indication of incoming calls, how to adjust the display, how to change the language and how to revert all DT292 settings to default.

Volume control

You can adjust the volume in the earpiece, or the loudspeaker for handsfree speaking, and the volume of the ringer. Use the volume keys to adjust the volume, see section "Description" on page 12 for the location of volume controls. To adjust the volume of the ringer, enter the Settings menu.

To turn the microphone on or off during a call, , see section "Mute microphone" on page 48.

Adjust speaker volume for handsfree speaking

▲ or ▼   **Press to adjust the volume during a call.**

If you are not making a call you can still adjust the volume:

YES ✆   **Press.**
You hear the dial tone.

◁ INT   **Press.**

▲ or ▼   **Keep listening and press.**
You hear the dial tone becoming louder or quieter.

NO ①   **Press to cancel the adjustment procedure.**

Adjust earpiece volume

▲ or ▼   **Press to adjust the volume during a call.**

If you are not making a call you can still adjust the volume:

YES 📞   **Press.**
You hear the dial tone.

▲ or ▼   **Keep listening and press.**
You hear the dial tone becoming louder or quieter. If the earpiece is
at maximum or minimum volume, you hear a warning tone.

📞NO①   **Press to cancel the adjustment procedure.**

Adjust ringer volume

Route: *Settings » Alerts » RingVolume*

RingVolume   **Select.**

YES 📞   **Press.**
A volume level bar is displayed.
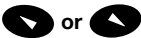
⬤ or ⬤   **Press to turn the volume up or down.**
If you set the volume to its lowest level (ring sound permanently off),
🎵   the ring off icon appears.

YES 📞   **Press to confirm.**

To turn off the ring sound permanently

C
MUTE   **Press when the phone is idle.**

Silent on?

▂▄▆█   ▐▊▊▊▊▌
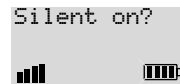
YES 📞   **Press.**
The ring off icon appears.

Note: *If the ring sound is permanently off and you have set
the Vibrating Alert to OnIfSilent, the vibrator turns on
when the phone is ringing, see section "Vibrating Alert" on
page 78.*

To turn the ring sound on again:

Press shortly.
The ring off icon disappears.

Ringer tones or melodies

You can change the ringer tone for each call type to a different sound or a preprogrammed melody. For each ring signal type, you can choose from four ringer tones or six melodies.

To set the sound for a ringing type

> **Route:** *Settings » Alerts » RingType » Internal/External/ CallBack/Message*
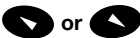
or **Select the ring signal type:** `Internal`, `External`, `CallBack`, **or** `Message`.

Press.
The current setting is displayed and played.
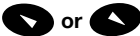
or **Select sound** `Low`**,** `Medium`**,** `High`**,** `Mixed` **or** `Melody` **(1 - 6).**
The selected sound is played. The menu options `Low`, `Medium`, `High` and `Mixed` refer to the pitch of the ring tone.

Press to confirm.
The table below lists the names of the melodies.

Melody	Name
1	Ericsson soundmark
2	Menuet Boccherini
3	The Black Bear
4	J.S. Bach - Partita no 3 for violin
5	J.S. Bach - Badinerie - BWV 1067 Suite no 2
6	Rimsky Korsakoff - Flight of the Bumble Bee

Discreet Ringing

In the discreet ringing mode, your phone starts ringing at the lowest audible volume level. It then gets louder and louder.

Route: *Settings » Alerts » DiscreetRng*

`DiscreetRng`

Select.

YES

Press.
The current setting is displayed.

or
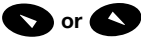
Select one of the following options:
- `On` to activate Discreet Ringing.
- `Off` for no Discreet Ringing.

YES

Press to confirm.

Vibrating Alert

If you do not want to be disturbed by the ringing of your phone but still want to get the call indication, or if you are in a noisy environment, you can activate the Vibrating Alert.

Route: *Settings » Alerts » Vibrator*

`Vibrator`

Select.

YES

Press.
The current setting is displayed.

or
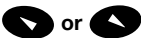
Select one of the following options:
- `On` for Vibrating Alert.
- `Off` for no Vibrating Alert.
- `OnIfSilent` for Vibrating Alert when the ringer is permanently off. See section "Adjust ringer volume" on page 76.

YES

Press to confirm.

Key Lock

If you carry the phone in your pocket, you might accidentally press the keys and make a call. To prevent this, you can have them blocked by using the AutoKeyLock option.

To enable or disable key locking

Route: *Settings » AutoKeyLock*

AutoKeyLock **Select.**

YES **Press.**
The current setting is displayed.
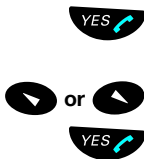
or **Select the setting you want.**

YES **Press to confirm.**

> **Note:** *After enabling the Key Lock function, do not press a key for 30 seconds. If the enabling time has expired, the keys are blocked and a key symbol is displayed.*

During Key Lock the keys are blocked, so you cannot use your phone. If a key is pressed the message Press * to unlock keys is displayed.

```
Press * to
unlock keys
▪▪▪ ⚷      ▭▭▭▭
```

If you have locked the keys and you receive a call, you can answer the call as usual without switching Key Lock off. When the call is ended the keys are locked again.

To unblock the keys temporarily

or ✳ **Press.**
Unlock Keypad? is displayed.

YES **Press to switch off the Key Lock.**
The key symbol disappears; the keys are enabled again.

Phone Lock

You can protect your phone against unauthorised use or against adding or deleting telephone network subscriptions. Both security features are off by default. See also section "PIN code" on page 7.

Securing against unauthorised use

You can set the phone so that the PIN code must be entered after switching on.

Route: *Settings » PhoneLock » PowerOn*

PowerOn   **Select.**
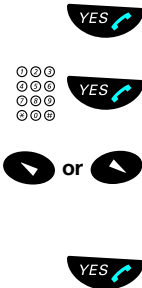
YES   **Press.**
Enter PIN: is displayed.

YES   **Enter the PIN code (default 0000) and press.**
The current setting is displayed.

or   **Select one of the following options:**
• LockOn to enable protection.

• LockOff to disable protection.

YES   **Press to confirm.**

Securing against adding or deleting subscriptions

You can set the phone so that the PIN code must be entered when adding or deleting telephone network subscriptions.

Route: *Settings » PhoneLock » Subscript*

Subscript   **Select.**
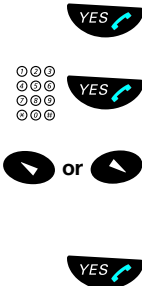
YES   **Press.**
Enter PIN: is displayed.

YES   **Enter the PIN code (default 0000) and press.**
The current setting is displayed.

or   **Select one of the following options:**
• On to enable protection.

• Off to disable protection.

YES   **Press to confirm.**

Key Sound

Key click is the sound you hear each time you press a key. This feature can be enabled and disabled.

Route: *Settings » Alerts » KeySound*

KeySound   **Select.**
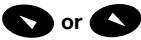
Press.
The current setting is displayed.

or   **Select one of the following options:**
- On to have a Key Sound with each key press.
- Off for no Key Sound.

Press to confirm.

Display light

Your phone has a display which is illuminated when a key is pressed. The illumination automatically goes off after a while, unless you press a key.

Route: *Settings » Display » Light*

Light   **Select.**
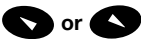
Press.
The current setting is displayed.

or   **Select one of the following options:**
- Automatic to activate illumination of the display when a key is pressed.
- Off for no illumination of the display.

Press to confirm.

Display contrast

You can adjust the contrast of the display to one of eight levels to make it easier to read.

Route: *Settings » Display » Contrast*
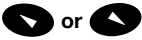
Contrast   **Select.**

Press.
The contrast level bar appears.

Adjust the contrast.
You hear an error beep when either limit is reached.

Press to confirm.

Alarm

The phone can be set to remind you with an alarm at any time within the next 24 hours.

> **Note:** *This function requires an exchange that supports date and time.*

To set an alarm

> **Route:** *Settings » Alarm » SetAlarm*

`SetAlarm` **Select.**

Press.

Enter alarm time and press to confirm.
(00-23) hour + (00-59) minute.

Press to finish the procedure.
When the time is reached your phone rings with recall signal.

If you want to delete the set alarm before the reached alarm time:

> **Route:** *Settings » Alarm » AlarmOff*

`AlarmOff` **Select.**

Press.
The set alarm is deleted.

Press to finish the procedure.

Language

The default menu language is English. To select another language, use the Language option. Please note that the menu options stay in English until you confirm your language choice.

Route: *Settings » Language*
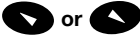
Press to enter the main menu.
Option PhoneBook is displayed.

Scroll to Settings and press.

Scroll to Language and press.
The current language is displayed.
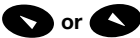
Scroll through the list of languages until you find the language you want.

Press to confirm your choice.
The language has now been changed.

You can also use the following procedure:

Press for at least seven seconds.
The language menu appears.

Select the language of your choice from the list and press.

Reset the DT292 settings

You can reset all settings on the DT292 simultaneously. The Call list and the last call information are also cleared. The Phone book, the PIN code, the subscriptions and the total calls information, however, are not cleared.

Route: *Settings » MasterReset*
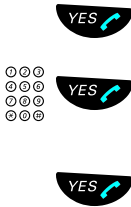
MasterReset **Select.**

Press.
Enter Pin: or Reset All Settings? is displayed.

If requested enter your PIN code for the phone and press.
See section "PIN code" on page 7. Reset All Settings? is displayed.

Press to confirm.
All DT292 settings revert to default.

Installation

Check for completeness

Make sure that all the parts are present. If anything is missing, please contact your system administrator or supplier.

The set contains:

1   Cordless phone

2   Battery

3   Clip

4   Assembly card

> **Note:** *It is important to make a note of the IPEI code. The IPEI code may be needed for unblocking the Cordless phone if an incorrect PIN code has been entered three times. See section "IPEI code" on page 8 for further details.*

Preparing for use

When using the Cordless phone for the first time, follow the steps below to prepare the cordless phone.

Attach the clip to the back as shown in the figure below.
Spread the clip slightly. The ends of the clip fit into holes on the side of your phone.
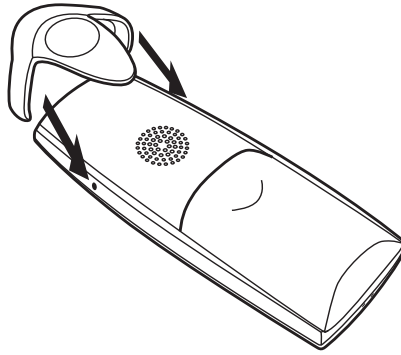
Attach the battery to the phone as shown in the figure below.
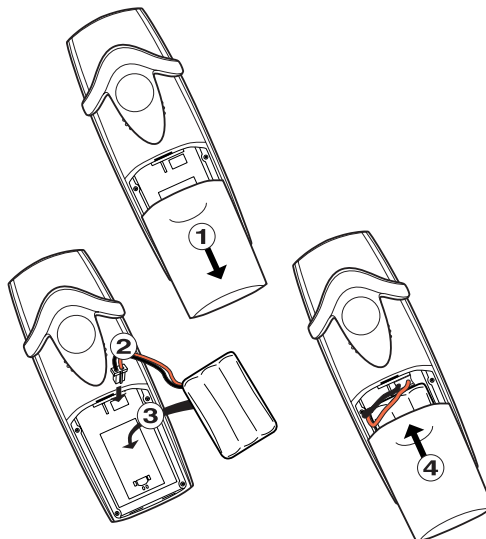
Connect the adapter to the charger and connect it to the mains outlet as shown in the figure below.
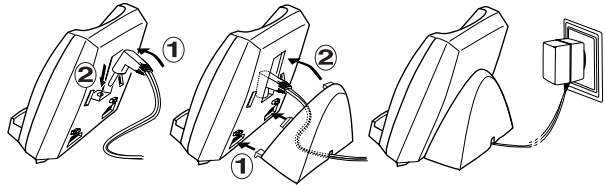
Notes:
Place the DT292 in the charger and charge it for at least 4 hours before using it the first time.

Make sure the local mains voltage corresponds to the voltage on the charger.

Only use the charger that comes with the cordless phone.

Do not connect the phone to the charger without a battery.

Place the cordless phone in the charger to charge the battery.
Complete charging before you subscribe or use the cordless phone. The green light of the charger is turned off when charging is completed. For more information about charging the battery, see section "Battery" on page 89.
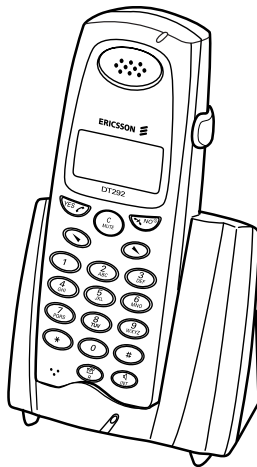
Battery

The cordless phone is powered by a rechargeable battery. You can fully charge an empty battery by placing the cordless phone in the charger for 4 hours. A fully charged battery gives you up to 17 hours calling time or up to 140 hours standby time.

> **Note:** *The calling time and standby time is shortened if the hands-free speaking function is used a lot.*

The cordless phone has a battery meter, which indicates the power remaining in the battery.

> **Note:** *The cordless phone is powered by a Nickel Metal Hydride (NiMH) battery. It can be recharged at any time. To keep the battery fully charged, you can put or leave the cordless phone in the charger without any problem.*

Reading the battery meter

When the battery is fully charged, the battery meter on the cordless phone display consists of four blocks. The number of blocks decreases as the battery discharges. If the battery is almost empty, the battery meter and the red light on the cordless phone flash. An alarm sounds if there is less than 15 minutes calling time remaining in the battery.

Battery performance

The table below indicates the performance:

	Talk time (hours)	Standby time (hours)	Charge time (minutes)
High capacity battery:	17	140	240

Charging the battery

Place the cordless phone in the charger as shown in the figure below.
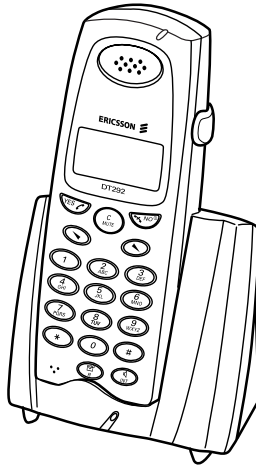
The battery is being charged when the lower green LED (Light Emitting Diode) on the charger is on (and the battery meter on the display flashes). If the battery is completely empty it can take a few minutes before the lower green LED on the charger is lit.

When the battery is 90% charged, the LED starts flashing (3 second intervals) and when the battery is fully charged, trickle charging starts (LED lights up for 1 second every 30 seconds) and the battery is ready.

Notes:
Place the DT292 in the charger and charge it for at least 4 hours before using it the first time.

Make sure the local mains voltage corresponds to the voltage on the charger.

Only use the charger that is delivered with the cordless phone.

Do not connect the phone to the charger without a battery.

Changing the battery

Rechargeable batteries have a limited lifespan. If the standby time for the cordless phone becomes too low, you should replace the battery. Please contact your system administrator or supplier for more information.

> **Note:** *Only use the specified batteries (NiMH pack 600 mAh, 3.6 V).*

The battery does not contain cadmium and is therefore more environmentally-friendly than other rechargeable batteries. However, all batteries should be treated as chemical waste.

Clip

The cordless phone has a clip to attach the phone to your clothes.

To attach the clip to the cordless phone

See section "Preparing for use" on page 87 for specific instructions.

To remove the clip from the cordless phone

> **Note:** *To minimize wear and tear, we recommend that you do not remove the clip from the cordless phone too often.*

Remove the clip from the back of the phone as shown in the figure below.
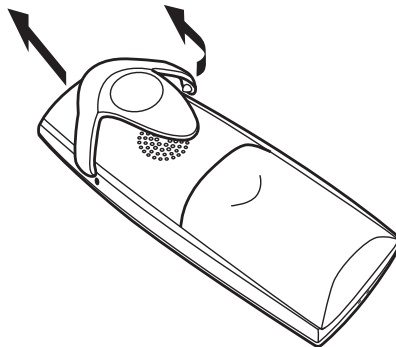
Troubleshooting

This section contains information on how to solve common operational problems, and warnings you may receive.

Go through the following lists if you encounter any problems. If this checklist does not solve the problem, contact your system administrator. If others have similar problems, there may be a system error.

Fault	Probable cause	Action or comment
No display	Battery low or phone defective	Charge battery
No ringing	Ringer off icon on or phone defective	Off icon on = Adjust volume
Signal strength icon off	Out of coverage area, system or phone defective	Enter coverage area or contact system administrator
Battery icon flashes slowly	Battery low	Charge battery
Battery icon on	Charging complete, charger still connected	Disconnect the charger
4 short beeps every 30 seconds	Battery low	Charge battery
4 short beeps every 2 minutes	Out of coverage area or not connected	Enter coverage area or contact system administrator
`Phone Book is Empty`	No names or numbers stored in the Phone Book	Add names or numbers
`Phone Book is Full`	Phone Book full, you cannot add names or numbers	Delete a name or number
`Subscr. List Full`	Already eight subscriptions	Delete a subscription

Fault	Probable cause	Action or comment
`Subscription Failed`	Entered AC number does not match network AC or network cannot add another subscription	Try to subscribe again
`Enter XXX` (where XXX=IPEI, PIN or AC)	IPEI code, PIN code or AC	Enter required IPEI, PIN or AC number missing
`No network`	Cannot connect to selected network or out of range	Select another network, subscribe, get back within range or contact system administrator
`PIN Blocked, Unblock?`	Phone blocked, wrong PIN code entered three times	See section "IPEI code" on page 8

Glossary

AC	Authentication code (=BasePIN).
BasePIN	=authentication code.
DECT	Digital Enhanced Cordless Telephony.
DTMF	Dual Tone Multi Frequency or touch tone, for dialing.
Exchange	Switch. Your telephone switching system, e.g. MD110 Communication System.
GAP	Generic Access Profile, a standard for cordless telephone systems.
IPEI	International Portable part Equipment Identity, unique identity assigned to your cordless phone by the manufacturer.
Least Cost Routing	A function that automatically selects the cheapest way to connect your external call (not necessarily the shortest distance).
PARK	Portable Access Right Key, unique identity assigned to your network.
PIN	Personal Identification Number for security.
Speed Dialing number	Abbreviated number or short number, used for making frequently used numbers faster to dial.
Third party	A third connection (person), which can be included in an ongoing two person conversation. The connection can be nternal or external.

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